



Request for City Council Committee Action from the Department of Human Resources

Date: April 11, 2013

To: Ways and Means/Budget Committee

Referral to: City Council

Subject: Request for Proposal – Dental Benefit Administration

Recommendation:

That the proper City officials be authorized to (a) issue requests for proposal for dental benefits claims processing and related administrative services and (b) enter into contract negotiations with the selected vendor for services effective January 1, 2014.

Previous Directives: None

Department Information

Prepared by:	Joyce Traver	
Approved by:	<u>Timothy O. Giles</u> Interim Director HR	<u>Paul W. Aasen</u> City Coordinator
Presenters in Committee:	Joyce Traver	

Reviews

- Permanent Review Committee (PRC): Pending – request for proposal to be reviewed at the April 18, 2013 PRC meeting

Financial Impact

- Other financial impact. The financial impact will not be known until proposals are received and final negotiations with the selected vendor are completed.

Supporting Information

Under Minnesota Statute 471.6161, the City is to issue requests for proposal for group insurance coverage at least once every five years. The City last issued a request for proposal for dental benefit administration services in 2008 for coverage effective January 1, 2009.